

## Attachment 2: Technical Response Cover Letter

### Massachusetts Bay Transportation Authority

Attention: Procurement and Logistics Department

10 Park Plaza, Suite 2810

Boston, MA 02116

**Instructions:** Bidders shall complete the Technical Response Cover Letter as noted below and submit with their Technical Response.

<b>RFP #:</b>	142F-20
<b>COMMBUYS Bid #</b>	<b>BD-21-1206-40000-40000-56470</b>
<b>Project Name:</b>	<b>Midlife Overhaul of 60 New Flyer Forty-Foot Hybrid Buses</b>
<b>Bidder (Company Name):</b>	

The undersigned Bidder having carefully examined and understood the documents included in the Request for Proposals ("RFP"), hereby offers to MBTA the "Bid" as contained in the following responses enclosed with this letter:

Technical Response Component	Quantity and Type Required	Check to Indicate Submitted Bid Documents
Section 12.2.2 Signatures: certified copy of resolution, by-law, or Power-of-Attorney authorizing an Officer or Agent to sign on behalf of the Bidder	3 originals	<input type="checkbox"/>
Section 12.2.3 Attachment 3: DBE Certification	3 originals	<input type="checkbox"/>
Section 12.2.4 Attachment 4: Technical Response Certifications, with all forms and requested attachments	3 originals	<input type="checkbox"/>
Section 12.2.5 Signed Contract Terms and Conditions (RFP Section 11)	3 originals	<input type="checkbox"/>

Section 12.2.6 Proof of Insurance	1 original	<input type="checkbox"/>
Section 12.2.7 Financial Statements	1 original	<input type="checkbox"/>
Section 12.2.8 Introduction	1 original & 6 copies	<input type="checkbox"/>
Section 12.2.9 Technical Proposal, with the following sections: <ul style="list-style-type: none"> <li>• Project Implementation Approach</li> <li>• Optional Work Scope</li> <li>• Project Schedule</li> <li>• Quality Assurance and Quality Control</li> <li>• Qualifications of Firm and Staff</li> <li>• Technical Description of Design Review and Production</li> </ul>	1 original & 6 copies	<input type="checkbox"/>
Section 12.2.10 Exceptions (if any)	1 original & 6 copies	<input type="checkbox"/>
Section 12.2.11 Promotional Literature (optional)	1 original & 6 copies	<input type="checkbox"/>

We confirm that our Bid is in exact accordance with the solicitation with no exceptions to, or comments upon, the solicitation documents. We confirm that the submission of our Bid with the signature below makes all certifications as outlined in the solicitation documents. This Bid shall constitute a binding offer open for acceptance by the MBTA.

We confirm receipt of the following addenda:

Addendum Number	Issue Date


We confirm that this Bid has been prepared and is compliant with the solicitation instructions and agree to conduct ourselves in accordance with the solicitation. We confirm receipt of all addenda related to this solicitation. We confirm the 180 day Acceptance Period of this Proposal.

The undersigned are authorized to sign on behalf of and to bind \_\_\_\_\_ (include Bidder's name) to the provisions of this Bid.

Bidder (company name):

||

Authorized Representative Name:

||

|(BLOCK LETTERS) |

Authorized Representative's Signature:

||

Title:

||

Date:

||